

GENERAL POLICIES GOVERNING ICRF AWARDS IN CANCER RESEARCH FOR PROJECT GRANTS

The Israel Cancer Research Fund (ICRF) is a voluntary charitable organization that receives its total income from private donations. Its main goals are the advancement of cancer research and the training of Israeli scientists in Israel. To that end, funds for cancer research are available to citizens of Israel, both native-born and those who have settled. Funds are not available to visiting scientists. (Proof of Israeli citizenship must be furnished upon request.)

Funds may be requested for clinical or basic research or training, which must relate to cancer and must be conducted in Israel.

Information on applying for ICRF research grants can be downloaded from our website, or obtained from the address above. For any questions or problems, please send an E-mail message to: ellen.rubin@icrfny.org)

Each application is reviewed by a Scientific Review Panel of the Israel Cancer Research Fund (the Fund) and evaluated for its (1) scientific content and rationale; (2) qualifications, experience and productivity of the candidate; (3) facilities and scientific environment available to the candidate. The relationship of the research to cancer must be defined in the application. The rankings and recommendations of the Scientific Review Panels are presented to the International Scientific Council for final consideration. The Board of Trustees of the Fund then approves all awards.

BEFORE ANY APPLICATION WILL BE PROCESSED OR REVIEWED, ALL OF THE REQUIRED ITEMS MUST BE COMPLETED EXACTLY AS REQUESTED; OTHERWISE THE APPLICATION WILL BE REJECTED AUTOMATICALLY.

Timetable for the Awarding of Grants

<i>RECEIVED BY THE FUND IN NEW YORK</i>	<i>NOTIFICATION OF DECISION</i>	<i>ACTIVATION OF AWARD</i>
No later than December 30 th	July 1 st	September 1 st

(If the 30th of the month falls on a Saturday or Sunday, then the deadline is extended to Monday)

Project Grant Eligibility

Project Grants are intended to support the research of established investigators. The grant is made to an institution with the understanding that it will support a specific project under the direction of a designated principal investigator. Project Grant support is given only to Israeli institutions for work in Israel.

Project Grants are given preferentially to those persons who have more than three years of postdoctoral fellowship or equivalent experience prior to the date on which the ICRF award is to begin.

Duration and Amount of the Award

Project Grants are awarded for from one (1) to two (2) years, as determined by the Scientific Review Panel and the availability of funds, at a stipend of \$30,000 per year.

The ICRF permits and encourages current Project Grant recipients to reapply for continued funding for the same project. Ideally, this should be done during the second year of the award so that, if selected, the new grant will begin upon completion of the old.

***ONLY ONE (1) GRANT APPLICATION PER PERSON
WILL BE ACCEPTED FOR EACH SUBMISSION DEADLINE***

Fiscal Requirements for Institution

A separate account must be maintained for each award. This account must be available for audit at any time by representatives of the ICRF.

The funds are to be used for actual direct expenses (salary, supplies, etc.) connected with the project. No overhead, clerical or other administrative charges can be made by the institution against the award funds. ICRF does not allow funds to be used for travel.

A report of these expenditures, detailing the utilization of the funds (salaries, supplies, etc.), must be submitted to ICRF semi-annually. The first report (six-month report) is due by March 31 and the year-end report is due by September 30. Forms will be sent directly to the institution by the ICRF office. Grant payments will be suspended, if these reports become overdue.

Special Leave

- A. Special leave for work in another institution (with continuing support from the award) may be permitted if directly related to the purpose of the award. If such leave does not exceed three months, only local institutional approval is required. For a longer period, prior approval of the ICRF is required. To obtain approval, the awardee must submit to the ICRF at least six (6) months prior to the leave, a letter describing the plan, and how the awardee will supervise his/her laboratory during this period. This letter must be countersigned by the awardee's department head and the appropriate institutional official. Such leave may not exceed 12 months.
- B. Leave without award support requires the prior approval of the ICRF and will be granted only in unusual situations. Such leave may not exceed 12 months. Support from other sources is permissible during the period of leave, and such leave does not reduce the total number of months of program support for which an awardee is eligible.

Special Conditions

Should the ICRF awardee or the sponsoring institution specified by our award vacate the project, the ICRF will automatically void the award and terminate funding. Failure of the institution to notify the fund of such vacancy will allow the ICRF to recover funds in toto.

Change of Institution

1. A letter of request to ICRF for permission to transfer the award to another eligible institution must be received by ICRF at least six (6) months prior to moving. This letter should include the name of the new institution, as well as assurance of continuation of the awarded project.
2. A letter of acceptance from the new institution and a letter of release from the original institution. Additionally, the original institution will be required to submit a final report of expenditures, and any unexpended funds must either be returned to the ICRF or transferred to the new institution.
3. A description of the new work facilities. (Please refer to Section II - Instructions, No. 19.)

If a request is not received at least six (6) months prior to the move, the ICRF will automatically void the award and terminate funding.

Continuation of Awards

All awards shall be continued for a second year (as determined in your initial award notification letter) provided that the Fund receives the following:

1. A one-year progress report and projected plans (due by September 15th). A reminder notice with instructions and cover sheet will be sent out in advance of the due date. This cover sheet must be attached to the report.
2. A statement from the financial officer of the institution involved showing the allocation of funds received to the date of the renewal request. Forms will be sent directly to the institution by the ICRF office.

Award renewal is not automatic upon receipt of new documents. Renewal requires the approval of the Scientific Review Panel.

Biohazards and Protection of Human Subjects

Safeguarding the rights and welfare of human subjects involved in activities supported by the ICRF as well as consideration of potential biohazards is the responsibility of the institution that received the award. Awards for projects involving human subjects require prior review and approval by the appropriate institutional committee. That written approval must be submitted along with the ICRF application. The review date should be recent; certification is invalid if the review date precedes the submission date by more than one year.

Recombinant DNA/Animals

Use of recombinant DNA and animals is contingent upon approval by the relevant institutional committees. Written approval must be submitted along with the ICRF application (see above).

Publications

Publications resulting from projects supported by the Fund must contain the following acknowledgment:

"This study was supported by a Project Grant from the Israel Cancer Research Fund."

Awardees should send three (3) reprints of publications carrying the above credit line to the ICRF International Executive Office in New York as soon as possible after publication.

Patents

No patent application for work done under an ICRF award shall be filed by the grantee institution or by any individual investigator engaged in this research without prior consultation with and written approval of the Fund.

Changes and Amendments

Any changes or amendments to the original award must be approved in writing by the Fund.